



FAIRFAX COUNTY

DEPARTMENT OF PURCHASING & SUPPLY MANAGEMENT
12000 GOVERNMENT CENTER PARKWAY, SUITE 427
FAIRFAX, VIRGINIA 22035-0013

www.fairfaxcounty.gov/dpsm

VIRGINIA

Telephone: (703) 324-3201 Fax: (703) 324-3228 TTY: 1-800-828-1140

Independent Seniors Home Care, Inc.
1350 Beverly Road, Suite 114
McLean, Virginia 22101

DATE: JUN 10 2003

Attention: Jeanette Reitz, President

Subject: Acceptance of Contract Award

Reference: RFP03-635767-18, Task Based Home Care Services

Contract Number: RQ03-635767-18B

ACCEPTANCE AGREEMENT


Award is hereby made on June 5, 2003 to Independent Seniors Home Care, Inc. for the term from June 1, 2003, through June 30, 2004, for Task Based Home Care Services in accordance with:

- 1) This Acceptance Agreement;
- 2) Memorandum of Negotiation

This is not an order to proceed; Purchase Order or other notice to proceed will follow;

All prior representations and additional or inconsistent oral or written statements are superceded, null and void.

County Purchasing Agent:


Cathy A. Muse, CPPO



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MEMORANDUM OF NEGOTIATION RQ03-635767-18B

The County of Fairfax (hereinafter called the County) and Independent Seniors Home Care, Inc. hereinafter called the Contractor) hereby agree to the following in the execution of Contract RQ03-635767-18B (hereinafter called the Contract). The Contract contains the following items:

- a. County's Request for Proposal, RFP03-635767-18 and all Addenda
- b. Contractor's Technical and Business Proposals as amended by this Memorandum of Negotiation
- c. Written correspondence from the County to the Contractor dated April 4, 2003
- d. Written correspondence from the Contractor provided to the County on April 18, 2003
- e. Memorandum of Negotiation
- f. County's Purchase Order
- g. Any subsequent amendments to the contract

The following provisions are to be included in the Contract:

1. The initial term of the contract is June 1, 2003 through June 30, 2004. The start date for services at each site will be mutually agreed to by the County and the Contractor following contract award.
2. The Contractor will provide services at the following sites: Tysons Towers Apartments, Lake Anne Fellowship House, Hunters Woods Fellowship House, Herndon Harbor House, and Kendrick Court at McNair Farm.
3. As the Contractor is exempt from meeting licensure requirements by the Virginia Department of Health, the Contractor is not required to provide a current license to the County for these services.
4. The Contractor is expected to have an on-site coordinator at each site at least three (3) times per week. This on-site time requirement will only be reduced after mutual agreement by the County and the Contractor.
5. In order to properly supervise the aides, it is agreed that the on-site coordinator will spend at least two (2) hours per visit at sites with 18 or more clients, and at least one (1) hour per visit at sites with 17 or fewer clients. This on-site time requirement will only be reduced after mutual agreement by the County and the Contractor.
6. The Contractor will provide a clinic at each site on a regular basis to cover topics such as: blood pressure screening, nutrition, weight management and any other topics mutually agreed to by both the County and the Contractor. The clinic will be given by a nurse from the Contractor's staff, or another staff member as agreed to by the County and the Contractor.

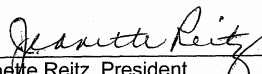
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7. The Contractor agrees to apply the Virginia Department of Health's sliding scale for the Home-Based program for those clients who participate in the Cost-sharing program.
8. For those clients not participating in the Department of Family Services (DFS) program, and who are "private pay" clients, the Contractor will charge \$15.25 per hour if an individual requests services not on the task-based list, or if the individual prefers services by the hour. There will be a two (2) hour minimum per visit. Task based services will be offered to these private-pay clients at the same rate that the County will be paying for task based services. The Contractor will include the number of private-pay clients being served at each site in the monthly report to the County.
9. The Contractor shall submit invoices in the format approved by the County. The invoices shall include a subtotal of each task provided, by each purchase order number. Each invoice should clearly identify the site where services were performed.
10. There is no time minimum for the Escort task. In addition, this task will be billed in increments of time.
11. Pricing for the initial term of this contract shall be as follows:

Task	Contract Price
Bath/shampoo	\$13.00
Bath, no shampoo	\$10.00
Shampoo	\$7.50
Mouth care	\$5.00
Dressing	\$10.00
Toileting	\$10.00
Ambulation	\$15.00
Client transfer	\$10.00
Medication reminders	\$5.00
Safety monitoring	\$5.00
Light Meals	\$10.00
Light Housekeeping	\$20.00
Kitchen Cleaning	\$15.00
Bathroom cleaning	\$15.00
Housekeeping for Incontinence	\$15.00
Make Bed	\$5.00
Laundry with clothing put away, per load	\$15.00
Escort, per hour	\$15.25
Trash removal	\$5.00
Emergency care per hour	\$18.00
Emergency care, Live-in (price for 24 hours, aide sleeps 8 hours)	\$205.00
Hourly services, NON- emergency	\$15.00

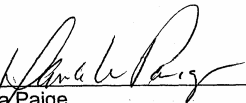
ACCEPTED BY:



Jeanette Reitz, President
Independent Seniors Home Care, Inc.

5/20/03

Date



Dana Paige
Director, Department of Family Services

5/31/03

Date



Cathy A. Muse, CPPO
Director/Purchasing Agent

6/10/03

Date